



FIELD EXPERIENCE AGREEMENT

THIS AGREEMENT entered into by and between Drexel University, hereinafter referenced as the **UNIVERSITY** and the Randolph Township Schools hereinafter referenced as the **DISTRICT**.

WITNESSETH

WHEREAS, the governing board of a school district may enter into agreements with a college or university approved by the Pennsylvania Department of Education to provide student teaching experience and to provide supervised field experience as may be called for in the requirements of the various authorized credentials for public school service; and

WHEREAS, any such agreement may provide for the honorarium in money or in services for the services rendered by the school district of an amount not to exceed the actual cost to the school district of the services rendered; and

WHEREAS, it has been determined between the parties hereto that the honorarium payments to be made to the District under this agreement do not exceed the actual cost to the District of the services rendered by the District;

NOW, THEREFORE, it is mutually agreed between the parties hereto as follows:

I.

The District shall provide teaching experience through observations and student teaching in schools and classes of the District for teacher candidates of the University who possess a valid certificate of clearance and are assigned by the University to student teaching in schools or classes of the District. Such student teaching shall be provided in such schools or classes of the District, and under the direct supervision and instruction of such employees of the District, as the District and the University through their duly authorized representatives may agree upon.

The District may, for good cause, refuse to accept for observations and student teaching any teacher candidate of the University assigned to a placement in the District, and upon request of the District, made for good cause, the University shall terminate the assignment of any teacher candidate of the University to observation or student teaching in the District.

“Student teaching” as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid credentials issued by the Commission on Teacher Credentialing, other than emergency or intern credentials, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching is provided.



II.

STUDENT OBSERVING

Qualifications of a Student Observer:

1. The student must currently possess a clear federal background check, which was conducted by local law enforcement authorities.

Qualifications of a Cooperating Teacher:

2. The teacher must be certified in the same area as the student observer.
3. The cooperating teacher has taught with that certification for at least 3 years and has taught in his/her current district for at least one year.

Placement Duration:

1. The placement is for a predetermined amount of hours. This will be included in the request for placement each term.
2. The placement is for the 2013-2014 academic year.
3. The start and end of dates can be adjusted in order to align with the Randolph Township Schools academic calendar year.

Cooperating Teacher Responsibilities:

1. Agree to allow the university student to actively observe classroom instruction (prior to hosting the student).
2. Agree to sign the student's observation log indicating that the student has indeed observed the class for the required amount of hours.

III.

STUDENT TEACHING

"Full-time student teaching" is an assignment for the regular school day for the full 12-week University quarter term, including all adjunct duties normally performed by a teacher. For this, the University will award the District for performance by the District of all services required at the rate of one hundred fifty dollars (\$150) for each full-time student.

Qualifications of a Cooperating Teacher:

4. The teacher must be certified in the same area as the student teacher.
5. The cooperating teacher has taught with that certification for at least 3 years and has taught in his/her current district for at least one year.



Placement Duration:

4. The placement is for 12 weeks, 5 days per week and for the full school day (a total of 60 instructional/professional development days).
5. Start and end of dates can be adjusted in order to align with Randolph Township School's academic calendar year.

Cooperating Teacher Responsibilities:

3. The cooperating teacher is asked to complete the attached application (prior to hosting the student).
4. Review the cooperating teacher orientation.
5. Complete two formal evaluations and mail/fax the signed evaluations to the School of Education at Drexel University (see orientation packet for suggested timeline).
6. Communicate with the University Supervisor throughout the duration of the placement.
7. Communicate with seminar instructor throughout the duration of the placement.

Collaboration: Teacher candidates will be participating in an online seminar course, EDUC 540, which provides continuous study and discussion. Three evaluators observe the student during this placement:

1. The cooperating teacher works with the teacher candidate in the classroom and conducts a formative and final evaluation with the PDE 430 form; as required by the Pennsylvania Department of Education.
2. A university supervisor (as identified by Drexel University) will complete a minimum of four formal observations. The university supervisor will complete the Drexel University student teaching evaluation form for each lesson observed. The supervisor will submit a formative and summative evaluation (PDE 430).
3. The Drexel University seminar instructor will view two videotapes of the teacher candidate's teaching and provide the teacher candidate with constructive feedback. Please note that student teachers will adhere to all district policies with regard to videotaping.

IV.

An assignment of a teacher candidate of the University to student teaching in schools or classes of the District shall be, at the discretion of the University for approximately one quarter term, and as much as possible, shall begin on the first day of the District semester and continue through the last day of the District semester.



DREXEL UNIVERSITY
School of
Education

V.

The term of this agreement shall commence on **December 17, 2013**, and terminate on **June 30, 2014**. These dates are flexible and dependent upon District academic calendar.

VI.

Notwithstanding anything herein contained to the contrary, this agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual consent of the parties hereto.

If you have any questions regarding any area of this letter, I would be happy to discuss how the School of Education can accommodate the Randolph Township School's policies and procedures. I can be reached via phone: (215) 895-1865 or via email: spr37@drexel.edu.

If you find this contract agreeable, the following signatures hereby indicate the approval of this contract:

Drexel University The School of Education

By *Sarah P. Ulrich*
Sarah P. Ulrich, Ed.D.
Director of Certification Programs
and Experiential Learning
School of Education
Drexel University

November 26, 2013
Date

Randolph Township Schools

By _____

Date

Title